

REPORT TO THE COUNTY EXECUTIVE THIRD QUARTER, 2009

RECREATION & ADMINISTRATIVE SERVICES

The Recreation and Administrative Services Department submits the following report for the 2nd quarter of 2009:

- Met with MI Sports Unlimited Representative regarding ADA weight lifting equipment for the new Community Center weight room.
- Toured the new Bangor Backup Center.
- Met at the Bay County Golf Course for the delivery of the newly updated ADA golfcart and attended the training.
- Participated in the Evac-u-track training offered to all 4th floor County Building employees.
- Met with County Executive and ISD Director regarding the New World Contract.
- Hosted a Community Fitness Center grand opening to introduce our newly renovated weight room and updated equipment.
- Met with Recreation & Administrative Services staff to discuss the upcoming 2010 budget.
- Met with Emergency Manager and ISD staff regarding the possibility of utilizing the Firetrax ID system at the Community Center for memberships.
- Met with Finance and key Health Dept. staff to review the vendor submissions for new Health Dept. software. Several follow up meetings followed.
- Together with Spicer Group participated in giving a brief power point presentation to the Michigan Natural Resources Trust Fund Board for a grant application submitted for improvements to Pinconning Park.
- Met with Resilient C consultants regarding purchasing streamlining through the Homeland Security Grant Program.
- Met with the Michigan Municipal Risk Management Authority to review the findings of the risk evaluations completed within our Department.
- Invited to meet with the EA&CD Director to meet regarding an Energy Grant.
- Met with Corporation Counsel regarding Speednet lease extension.
- Participated in a webinar offered by National Center for Accessibility regarding Interpretive Trails.
- Met at the request of Karen Ballor, Auburn City Clerk regarding our assistance with the Firetrax ID's system.
- Attended and chaired our quarterly Incident Management Team (IMT) meeting.

- Met with Homeland Security staff regarding FY06 reimbursements and the beginning of the FY07 purchasing process.
- Continued to "shop" for appropriate ADA equipment for the Community Fitness Center.
- Met with Finance Director & Personnel Training Coordinator regarding the scheduling of training for Munis payroll training.
- Assisted the Emergency Manager with the United Way tailgate at the Bay County Court Building.
- Met with Finance, ISD and 9-1-1 staff regarding Sungard contract renewal.
- Met with the Treasurer regarding delinquent taxes.
- Attended the quarterly Homeland Security Advisory Council (HSAC) meeting in Lansing.
- Attended a Leadership Session Workshop on Personal Communication Styles scheduled by the Personnel Director.
- Reassignment of the Animal Control Division to Recreation & Administrative Services Department.
- Scheduled monthly meetings with Animal Control Manager.
- Scheduled with Bay 3 TV a taping of Pinconning Park to include in submission with our 2009 MNRTF grant application process.
- Attended quarterly Local Planning Team and Homeland Security Team meetings.
- Attended developmental meetings regarding the placement of delinquent tax information on the county web site; Copier/Scanner; Health Receivables SAMSA financial report meetings; Bay 3TV partnership meetings; Department Directors; Quadrant; Tyler MUNIS Committee meetings; Incident Management Team meetings; Region 3 Homeland Security Grant Board; Recreation Staff and Administrative Service Staff meetings.

Animal Control

Shelter Animals

- Animal intake 1261 cats, 538 dogs, and 40 other species. The third quarter animal intake total was 1839 animals.
- 64 cats, 134 dogs, and 28 other species were adopted. Total adoptions from the shelter were 226.
- 1139 cats, 367 dogs, and 12 other species were euthanized. Breakdown for euthanizing is as follows; e(no interest) , t(neg behavior) , x(sick) , and r(requested pts) . 6 animals died in the shelter due to illness they had when they came in.
- 13 cats and 76 dogs were claimed by their owners.

Compared to the third quarter of 2008, which was 1313 animals, the shelter has experienced an increase of 526 animals for the third quarter of 2009.

Field Activities

- 2091 field calls resulted in field activities. The following calls represent the majority of complaints.
- 34 of those calls were after hour calls.
- 562 calls were for loose and aggressive dogs.
- 176 were barking complaints.
- 120 animal bites
- 140 were cruelty (check animal welfare/condition) concerns.
- 86 calls were sick or injured animal reports.
- 647 loose & impounded animals

In comparison to the third quarter of 2008, which was 1465 calls, the shelter experienced an increase of 640 field activities for the third quarter of 2009.

- We are continuing to place our adoptable animals on the Bay 3 TV, Petfinders.com, the Bay County website, Bay City Times, and we are having very good results with our animals being shown on WNEM TV5
- We are seeing an increase of pitbulls and pitbull mixes into the shelter, both as stray animals and owner release. There has been an increase of dog bites and vicious animal calls which pertain to specifically pitbull or pitbull mixes. We are averaging about 8-10 pitbull or pitbull mixes per week through intake.
- We are seeing more and more people having to surrender their pets to us due to economic circumstances.
- On the average we have about 4-6 people a week signing their animals over or leaving them in the drop off area, after hours. As we progress into the end of the year we believe that we are going to see harder times for some owners and their pets as they try to survive with the ailing economy.

Buildings & Grounds

- Moved the sallyport to a new location on the west end of the Juvenile Home including electric gate.
- Trimmed three trees along the Market property.
- Painted the Market and old warming house, painted the base for the Market canopy, striped the parking lot, removed old posts and cable along the 4 posts, repaired broken windows, updated energy service.
- Replaced a 15 ton compressor in one of the AAON units above the court facility.
- Dropped the height of 5 sets of bleachers at Vets Park to new safety standard height.

- Reconstruction of 2/3rd of the front of recreation barn is complete. We cut 5' of damaged steel away from the building and installed new insulation, sheeting and laid brick to match the Mosquito Control, and Animal Control building. Also painted the front of the barn to match the color of both Animal Control and Mosquito Control buildings.
- Built and installed oak swing gate at Animal Control.
- Expanded the width of the sidewalk behind court facility and Health Department to allow the jeep to plow without tearing up grass edge. The pour was over 300' long and was done in two phases.
- Painted new file room, installed new ceiling tile and removed 40 file cabinets at the Law Enforcement Center.
- Dug the footing for the Civic Arena addition only to find a gas line that was not supposed to be where it was. We have gotten a handwritten check to Consumers to relocate the line and are waiting for them to start.
- Striped the Community Center parking lot.
- Planted a 3 ½ diameter maple in the Health Department parking lot.
- Using the new ariel lift a lot for changing the Arena signs on Euclid & Wilder along with lifting compressors onto roof, and trimming trees. Very Valuable piece of equipment.
- Replaced the 3 hp motor on the make up air unit for Board of Commissioners Chambers.
- Constructed 2 sound proof panels for 911 back up center.
- Install new sub panel in Law Enforcement Center for City Police, and ran 3 circuits in conduit to new locations.
- Removed 12 steel desks in Juvenile Home for safety reasons.
- Repaired a section of roof on the Golf Course Maintenance Barn that was severely deteriorated. Installed new sheeting, tar paper and shingles.
- Blake & Jon Rescued 7 baby ducks from a catch basin near the County Building.
- Installed 4 additional 2 X 4 fluorescent fixtures to Circuit Court file room.
- Reconfigured front office cubicles at the Health Department.
- Installed ceiling fan in Mosquito Control garage.

- Moved 911 back-up center power over to generator.
- Unassembled, moved, and reassembled equipment for fitness center at the Community Center. Very labor intensive project.

Information Systems - Departmental Projects/Technical Projects

- A total of 13 chairs were purchased for the War room from Growth alliance for \$585. ISD placed in their budget for 2010 the sum of \$15,00.00. This purchase was for slightly used chairs that retailed for \$325.00 each and are in excellent condition.
- The Net ARMS application with the Saginaw County network has been placed on a number of PC's in the War Room and on all of the Sheriff's desktops. Go-live is slated for 4th quarter 09. All of the necessary training was completed during the 3rd quarter of 2009.
- TYLER MUNIS financial systems:
 - Continual maintenance and other enhancements to the day to day functions of the financial application are in process.
 - Conversion files for the payroll application have been generated and verification of the conversion files on MUNIS is completed with live Bay County data.
 - Release 7.3 has been loaded on the production environment. The current release of 7.1 had a number of issues that are being resolved with the 7.3 release/version. These issues were not resolved with the newer version and MUNIS is working on resolving these issues. A complete status of these issues are available upon request.
 - Refresher training has been offered and attended by all interested parties. The financial staff are conducting these training sessions.
 - Bay County Financial forms have been placed on the MUNIS home menu in the production environment and are functional
- The Help Desk has reported 120 current open work orders and projects. During the third quarter 977 works orders were opened. A total of 916 work orders have been closed in the third quarter. The backlog of open work orders is beginning to decrease due to the changes incorporated within the Help Desk procedures. A technician is assigned to cover all phone calls that are received and the other technicians are either working on individual work orders during their no-call time and a runner is in the field receiving messages from the help desk on issues that are being received and recorded. This process allows work orders that are critical to be resolved in a timely manner.
- The broadband initiative with regards to the Recovery and Reinvestment Act has been placed on hold for the first round of funding. Rounds two and three will be available for application of the remaining funds.
- The process of researching a potential software to aid the County Clerk has been underway with the discussion of the Eaton county software applications. This software was home grown by the Eaton county IT staff and we are in the process of reviewing the software its use and functionality. In addition, we have contacted Cherry LAN systems for their Vital records software package and a presentation will be presented to the County staff. Ideally, we will arrive at a solution that will aid the clerk's staff on day to day processing of forms as well as providing an avenue for long term storage of these Vital records.

- GroupWise release 8.0 has been loaded and a number of workstations have the new version. The training and rollout of Group Wise 8.0 will take place during the month of October.
- The search and procurement of health department software is in the process of selecting the ideal vendor to pursue purchase and installation. The current system on the iSeries is functioning with limited updates and changes to the software.
- Track IT help desk software has an asset tracking module with bar code scanning which we purchased in the second quarter of 2009. With the assistance from Michigan Works, we were able to request two temporary employees that will be trained on the use of the software and then the deployment to all IT assets throughout the entire County of Bay. This endeavor was completed before the end of the 3rd quarter of 2009 of all desktop computers and laptops. Printers and other peripheral devices remain to be completed.
- The Cherry LAN imaging system for the Probate courts and the Prosecutors office have been installed and is functioning. Minor issues arose and have been addressed and resolved.
- Budget prep for the 2010 calendar year is completed. Essentially, the budget for 2010 from the ISD department is minimal and that no new large purchases will take place during the 2010 calendar year.
- Nuance software (PDF convertor to word documents and spreadsheets) have been installed in a number of locations within Bay County. One of the tools within the software is the comparison of two individual documents that identify the changes in each document in highlighted format. Corporate Counsel is utilizing this feature to assist in their workload.
- The Bangor 911 backup center is completed with the installation of the required desktops, printers and networking capabilities. A network switch needed to be ordered. The switch has been ordered and upon receiving the switch, the technicians will install.

Homeland Security

- The Region 3 Homeland Security Planning Board(R3HSPSB) is meeting on a monthly basis. The main goal has been to purchase equipment that the R3HSPB has prioritized. We have purchased equipment for communications, First Responder Safety and Critical Infrastructure Protection.
- The FY 06 SHSP & LETPP has been extended until 10/30/09. This grant will be expended to within a few dollars of the allocation.
- The FY 07 SHSP & LETPP grant has started. We have expended some Planning, Exercise and Equipment monies. Most allowable cost justifications (ACJ's) have been received approved. Some are still in review. DHS is requesting an EHPSM(Environmental & Historic Preservation Screening Memo) for most projects and we are submitting them as the information is provided.
- The Communications Committee has reviewed all PSIC applications and prioritized them for approval by the R3HSPB. ACJ's have been submitted to EMHSD for 800MHz radios & and the Bay County tower and equipment. They have been received approved. PO's have been

written for the 800MHz radios.

- A new grant, Interoperable Emergency Communications Grant Program, has been introduced for Planning & Training. Bay County has agreed to be fiduciary for this grant and it will be awarded for \$106,689.33. There are ACJ's in the draft stage for this grant.

CORPORATION COUNSEL

- During the third quarter of 2009, the Department of Corporation Counsel/Risk Management continued to draft and review agreements. Homeland Security projects continued to progress. Considerable time has been spent on the Communications System Agreement with Motorola, Inc., for Bay County's tower project, the agreement for multi-hazard mitigation planning and the agreement for door control and camera system replacement for the Bay County Jail. The end of the fiscal year, coupled with the State's budget difficulties, have resulted in many grant agreements and amendments requiring review.
- Reviewing and responding to the ever-increasing number of Freedom of Information Act requests to various County offices continues to occupy many staff hours.

CRIMINAL DEFENSE

- No Report Submitted.

ENVIRONMENTAL AFFAIRS & COMMUNITY DEVELOPMENT

From the DIRECTOR:

Economic & Community Development

- **Michigan Green Schools** - On September 28, 2009 our office received our first application form from Bangor West Elementary School to participate in the Michigan Green Schools Program. Applications are due to our office by no later than March 17, 2010.
- **Housing Rehabilitation Program** - There were 63 phone calls received for the Housing Rehabilitation Program during the 3rd quarter. Directly handled three (3) mortgage adjustment requests/inquiries conducting research into possible modifications.

Environmental Affairs

- **SBCI Phosphorus Grant & SBCI Local Coordination Grant** - A meeting was held on July 21, 2009 with the DEQ to discuss two grants. One intended to implement portions of the SBCI Phosphorus Committee Report, and the other intended to coordinate SBCI locally. The first grant is to address issues federal, state, and local organizations have initiated a Saginaw Bay phosphorus committee to identify key actions that can be taken to reduce phosphorus loadings to Saginaw Bay. The second grant is for \$10,000 for local SBCI coordination
- **Combined Sewage Overflow (CSO) Workgroup** - Held three SBCI CSO Workgroup Meetings on July 23rd, August 27th and September 24th. The Mission of the SBCI CSO Workgroup is to review history and current status of CSOs to the Saginaw River; to review public health (and economic) impacts from CSOs, to identify option for CSO elimination/reduction and costs and to develop community supported CSO Prevention Plan

with costs.

- **Farmland Preservation Purchase of Development Rights (PDR) Program** - A PDR meeting was held on September 24th to review the Bay County process for seating the Review Committee, Master Plan planning, local adoption of ordinance, local Master Plan language and PDR area ID/mapping, and review of possible state funding schedule(s). The Farmland Preservation Purchase of Development Rights Ordinance was approved by the Bay County Board of Commissioners on June 9, 2009.
- **Great Lakes Restoration Initiative Meeting** - A meeting was held on July 22, 2009 for the Local Opinion Leaders/Great Lakes Restoration Initiative at the Alice and Jack Wirt Library. The purpose of this meeting was to review the proposed Restoration project funding list for potential SBCI projects. A future meeting was set up to discuss the upcoming \$475M Great Lakes Restoration Initiative and its potential in the Saginaw Bay Coastal Initiative area.
- **Department of Energy's Energy Efficiency Conservation Block Grant (EECBG)** - Worked to get Board Approval for Bay County participation in the Department of Energy's Energy Efficiency Conservation Block Grant program. This program provides local communities throughout the U.S. an opportunity to develop energy efficiency and renewable energy programs that will reduce energy use, save costs, and create jobs. Through this program Bay County will be working with Saginaw and Midland Counties toward the creation of a regional Energy Efficiency Strategy. Future funding for this program will be contingent upon having a strategy in place.
- **EPA Proposal for De-Listing Loss of Fish & Wildlife Habitat/Beach Closings** - On August 24, 2009 attended the Saginaw Bay Meeting in Lansing and met with Mark Coscarelli of the PSC Office. The purpose of this meeting was to see if we could get the PSC to work with us to come up with an EPA proposal that will focus on creating steps toward de-listing the "loss of fish and wildlife habitat" and the "beach closings" BUI's, along with having the PSC help us craft a "roadmap" that we can use for continued work on these BUI's and potentially others, for the next several years that funding may be available at the federal level or elsewhere.

Other:

- July 9, 2009 attended Whitefeather Landfill Community Open House
- July 16, 2009 attended the WIN Third Thursday Meeting
- July 20, 2009 attended the Saginaw Bay Atlas Meeting
- July 30, 2009 attended the United Way Planning & Investment Committee Special Meeting
- August 3, 2009 attended the Michigan EPA Meeting at the Kellogg Center, East Lansing, MI
- August 4, 2009 attended the Great Lakes Restoration Initiative Workshop at MSU in East Lansing, MI
- August 12, 2009 attended the Bay Future Meeting
- August 12, 2009 attended the GLRI DEQ Grant Meeting at the Bay City MDEQ Office
- August 14, 2009 attended the Wind Energy Workgroup
- August 17, 2009 attended the Potential for a Great Lakes Bay Energy Plan Meeting
- August 17, 2009 attended the Bay County Farm Bureau 75th Annual Meeting
- August 20, 2009 attended the United Way Planning & Investment Committee Meeting
- August 20, 2009 attended the WIN Third Thursday Meeting

- August 26, 2009 attended the Energy Grant Meeting
- August 28, 2009 attended the Wastewater Meeting held at the Bay County Wastewater Treatment Plant
- September 9, 2009 met with the Army Corps of Engineers to discuss their Grant Issues
- September 11, 2009 attended the 2009 Labor Breakfast
- September 11, 2009 attended the Karn/Weadock Task Force Meeting
- September 15, 2009 attended the Bay Area Chamber Meeting for Bay Area on the Go Awards
- September 17, 2009 attended the "2004 Whittaker Recommendations" Meeting
- September 17, 2009 attended the WIN - Third Thursday Meeting
- September 17, 2009 attended the Nature Conservancy Kick Off Meeting
- September 17, 2009 attended the EPA/Dioxin Steering Committee Meeting
- September 28, 2009 attended the Bay on Go! Planning/Communications Meeting
- September 29, 2009 attended the EECDBG Meeting

Gypsy Moth

Educational Programs:

Staff members conducted educational programs and tours at two Cub Scout Day Camps, Camp Fish Tails and Pinconning Park on Saturdays throughout July and August with 130 youth and 173 adults taking part.

Staff also held a Phragmites Educational Walk & Weed Pull in Pinconning Park in conjunction with National Public Lands Day. "Phragmites and other invasive species that effect our beachfront" was the main topic of the day. Bay 3-TV was on hand to record the program and will include the resulting film in their fall program line-up.

Emerald Ash Borer:

Many ash trees in the county are beginning to show decline. Staff members found characteristic D-shaped holes which are the definitive symptom of an emerald ash border infestation in trees throughout the county from Williams Twp up to Gibson Township. Homeowners are advised to treat their ash trees if they hope to save them.

Gypsy Moth:

Staff inspected properties throughout the county where home owners called to complain about gypsy moth caterpillars. They also monitored the population using 27 pheromone lure baited traps set on a six mile grid throughout the county. Traps were checked once a week with the first males showing up the week of July 13, 2009 and continuing to show up until the week of August 31, 2009. Catch results show that the overall gypsy moth population is slightly down from 2008.

Defoliation Surveys and Perception Surveys were conducted in treated areas to evaluate the effectiveness of our spring spraying. From the surveys, it appears that the treatment was successful and most homeowners were satisfied with the program and would continue to participate in the program in the future.

Fall egg mass surveys were begun September 14, 2009.

Mosquito Control Program

- Some interesting weather phenomena will be how we remember the 2009 summer season. The month of July will surely be remembered for its cool weather, with only five

days where the temperature reached above 80° F. And regarding precipitation, rainfall ran about an inch below average in July and a half inch below average in August. The big news, though, was that rainfall in September, normally averaging around 3.75 inches, was, as of this writing on September 25, only 0.2 inches for the month! It's not surprising that larvae are much harder to find.

- Temperatures for the last week of September are forecast to top out in the mid-60's with lows in the mid-40's, which is typical for this time of year. We expect to wrap treatment up at that time. Since early September few citizen complaint calls (1-2 per week) have been received and few mosquitoes have been captured in traps. Eight CDC traps were hung for the last time on September 23rd with a total of 47 females captured. The highest number in any one trap was 14.
- The last official day of the season will be spent hosting the second annual scrap tire drive. The drive will be held October 2-3 and we're hoping to rid the county of thousands of breeding habitats.
- Disease surveillance efforts will continue through September. Four hundred two pools (or groups of mosquitoes) were assembled with 4,923 *Coquillettidia perturbans* and 2,757 female *Culex* mosquitoes. These are mosquitoes that were collected in either CDC traps, New Jersey light traps, or gravid traps. We recently had confirmation that two of those 402 mosquito pools were WNV-positive, which amounts to less than 1% positive. Both pools were located from the south end of Bay City's east side and were comprised of 25 *Culex* females. Five crows or blue jays were tested this year compared to 17 last year; none were positive.
- The exotic mosquito species, *Aedes japonicus* which was first confirmed in Bay County in 2005, has been collected during the four previous seasons (2005-2008) and was found again this season in low numbers (10 females collected in light traps from June-September). Most of the larval samples come from tires and other artificial container habitats.

Transportation Planning

- Continued Modifications and amendments to TIP maps and eTIP including ARRA projects
- Attended regular meetings for:
 - Riverwalk/Railtrail
 - BCATS Tech and Policy Committees
 - Regional Trails Committee
- Attended the MTPA conference
- Reviewed various sources of Freight Transportation Data
- Attended the Heritage Route Conference in Bay City
- Web Page Updates and changes
- Continued updates to Business Locations for updates to Travel Demand Model
- Traffic Count Data
- Coordinated BCATS Tech and Policy Meetings in June and August
- Updated BCATS Public Involvement Plan formally approved
- BCATS FY 2010 UWP approved
- Attended monthly MTPA meetings in Lansing
- Coordinated with Bay Metro Transit, FTA, FHWA and MDOT use of a portion of Mike Stoner's work effort as eligible Flexible Match for the BCATS local match requirements

- Purchased new Laptop utilizing Asset Management Funds in FY 2009

Geographic Information Systems (GIS)

- Completed 2009 Tax Parcel Updates
- Provided maps and spreadsheets of the updated FEMA Preliminary Flood Plain to several cities and townships
- Reviewed options for possible Aerial Photography in 2010
- Updated or enhanced various GIS data layer including roads, parcel annotation, streams and drain, etc.
- Continue Development of Address Point Data Layer
- Expanded and reviewed option for the Parcel GIS database
- Worked with Frankenlust Twp. to produce their Zoning Map
- Attend the MiCAMP GIS Conference
- Misc. GIS map requests - Environmental Affairs & Community Development,, Board of Commissioners, County Executive, Clerks Office, various public request
- GIS Tech Support for: Equalization, Drain Office, Health Department, Mosquito Control, Gypsy Moth, Emergency Services, Townships and others
- Pursued various options to update tax information on the Bay County Property Access Center web site
- Discussed with Dow Chemical, City of Bay City, and Bay City Electric regarding partnering with the State of Michigan and Microsoft-Bing Maps on a 2010 Aerial Photography project

EQUALIZATION

- No Report Submitted.

FINANCE

Accounting

- Single audit
- Distribution of CAFR
- Assist BCSD with grant applications
- Office of Highway Safety
 - Traffic
 - Youth Alcohol
 - Secondary Road Patrol
- Continue to complete some duties of vacant staff accountant
 - Investments
 - Indirect Cost
 - Transfers
 - Sales Tax
- Assist with Munis brainstorming to resolve bank reconciliation issues
- Assist Finance Officer with 2010 budget - debt/depreciation
- Research vehicle titles retained in the Clerk's Office for validity
- Work with BAYANET to update 2009 budget at the request of the Finance Officer

Purchasing

- **Bids Awarded:**
 - Sheriff's Department Jail Security Replacement System
 - DOA Feasibility Study
 - Emergency Services Hazard Mitigation

- **Bids Released**
 DOA Feasibility Study
 Emergency Services Hazard Mitigation
 Health Department Finance Software
 Gypsy Moth Vehicle
 Center Ridge Architect/Engineering Services
 Homeland Security Tuscola County Radios
 Emergency Services Debris Removal
- **Bids Prepared**
 Health Department Finance Software
 Gypsy Moth Vehicle
 Center Ridge Architect/Engineering Services
 Emergency Services Debris Removal
 Emergency Services Hazard Mitigation
 DOA Feasibility Study
 Homeland Security Tuscola County Radios
 Homeland Security Alcoa County Tower upgrade
- **Quotes Prepared**
 Environmental Health Software - Released
 Disaster Recovery – Prep phase

Other Items:

- Continued meetings with Emergency Services to work on Debris Removal Memorandum of Understanding, finalizing language
- Continued meetings with Emergency Services to work on Hazard Mitigation Consultant RFQ, contract review
- Continued to work with Homeland Security Region 3 in regard to purchases and bids
- Met with DOA to discuss direction of Feasibility Study bid
- Attended a meeting with ISD, the Health Department, Administrative Service and the Board Financial Analyst to review the new Health Department financial software
- Attended Steering Committee meeting for Munis
- Cell Phone Transition
- New Credit Card Policy roll-out
- Buy Michigan First informational letter
- Worked on placing County related forms on the Munis system
- Vendor Self Serve Module review
- Met with Consultants re: purchasing

- Worked with Buildings & Grounds, Recreation and Administrative Services regarding exercise equipment for the Community Center
- Met with Coca-cola to discuss pricing and service
- Had quarterly review with Office Max
- Prepared Journal Entries for credit card allocation
- Attended the final section of the MGFOA's three part "Back to Basic's" training class

Budget

- Preparation of the 2010 Executive Recommended Budget was the primary focus of the budget department in the third quarter of 2009. During the month of July all county departments submitted their 2010 budget requests; such requests were submitted online by the requesting departments. The 2010 Budget Hearings were not conducted this year. Again status quo budgets were processed with all county departments being required to submit electronically any budget enhancements and/or concerns in the budget notes. Then the process of examining each written request in an attempt to balance revenues to expenditures began, with the Finance Department and County Executive working together to reach this goal. On October 1, 2009, the recommended budget was printed and submitted to the Board of Commissioners, for their review and amendments, in accordance with PA 621.
- In addition, preparations began to close the accounting cycle for grants ending fiscal year September 30, 2009.
- MUNIS (financial reporting and accounts payable) training and issue resolutions were also a focus of the Budget Department during the third quarter.
- Assisted in preparing Bay County's Single Audit report due September 30, 2009.

HEALTH DEPARTMENT

Administration

- The Health Department Incident Management Team and Communicable Disease Program staff continue to be very busy, due to the ongoing H1N1 Influenza A pandemic. Activities include: providing education and guidance to Bay County employees, area physicians, school superintendents, day care providers, businesses and community members; providing Public Service Announcements to the community; assisting private providers with enrollment in the Michigan Comprehensive Immunization Registry (MCIR); managing and tracking antivirals and supplies received from the Strategic National Stockpile. Ongoing surveillance continues and Health Department staff are gearing up for a mass H1N1 Influenza A vaccine campaign in the fall, which will include receipt and tracking of the H1N1 vaccine received from the Centers for Disease Control and Prevention (CDC).
- In July, the Maternal and Infant Health Program (MIHP) and the Children's Special Health Care Services (CSHCS) Program underwent Public Health Accreditation review. 100% of all Minimum Program Requirements (MPR) were met in both programs. Congratulations on a

job well done by the staff of both programs, and Marilyn Laurus, who manages these programs.

- In August, the Women, Infants and Children (WIC) Program underwent Public Health Accreditation review. The program had three minor citations requiring a corrective action plan. This program is one of the more complex programs to review, with over 50 MPRs to comply with. Congratulations on a job well done by the staff, Barbara Kraycsir, who coordinates the program, and Joel Strasz, who manages the program.
- The Health Director and Linda Hamacher, Executive Director of the Bay Health Plan, presented at the National Association of City and County Health Officials (NACCHO) Conference held in Florida. The presentation provided an overview of Bay County's community efforts to improve County resident's access to health care.
- The Health Department and Division on Aging (DOA) continue to work with Bay-3 TV to implement the yearly programming calendar. All Health Department Divisions/Programs and the Division on Aging Programs are presenting items for broadcast on Bay 3-TV. During the third quarter, the following Health Department segments were presented:

July:

- Lead education and screening offered at BCHD. Lead prevention in the home and referral
- Immunization Clinic Taping for general clinic information and vaccine safety

August:

- Emergency Management presents Disaster Preparedness/Emergency Preparedness
- Hearing & Vision staff present general clinic information

September: Repeat of previously taped segments

- The Management Team continues to meet with clerical staff regarding the review of the office procedure manual for all programs and clinic operations. This is part of the on-going Design Team process in the Health Department. The Health Department's policy manual revisions have been posted on the CherryLan system.
- Health Department staff participated in software vendor presentations in June. The vendors provided an overview of public health clinical and financial management software products. A recommendation to the Board of Commissioners will be forthcoming in fourth quarter.

Meetings/Trainings attended by Health Director:

- Board of Commissioner and various Board Committee Meetings
- Monthly Health Department Meetings
- Bi-Monthly Health Department Management Team Meetings
- Monthly Department Head Meetings
- Monthly Michigan Association of Local Public Health (MALPH) Board meetings in Lansing, and participated in MALPH's State/Local Preparedness Workgroup and the Accreditation Quality Improvement Process (AQIP) Workgroup
- Monthly Human Services Collaborative Council (HSCC) Board and Steering Committee Meetings
- Monthly Nathan Weidner Child Advocacy Board Meetings
- Bay Health Plan Board Meeting

- Numerous teleconferences with the Centers for Disease Control and Prevention (CDC) and the Michigan Department of Community Health regarding the H1N1 Influenza A pandemic
- Met with Kroger Pharmacy Director regarding partnering with Kroger to provide H1N1 vaccines to public
- Met with MDCH staff regarding strategies for educating the public regarding safe fish consumption
- Met with all school Superintendents regarding H1N1 vaccination and education strategies
- MALPH Executive Search Team Meetings and Interviews
- Negotiation of Division on Aging contracts with Region VII Area Agency on Aging
- Emergency Preparedness/Pandemic Influenza Summit in Lansing
- Pandemic Influenza Conference in Big Rapids
- Various Pandemic Partner and Public Health Preparedness teleconferences
- The State of the Great Lakes conference in Milwaukee, Wisconsin

Children's Special Health Care Services (CSHCS)

- Judy McGee, CSHCS representative, participated in a teleconference for CSHCS on July 15, and on August 19.
- Marilyn Laurus, R.N. and Judy McGee participated in a teleconference for CSHCS on September 16.
- Kathy Janer, R.N. and Judy McGee attended a CSHCS conference in Harrison on September 24.

Communicable Disease (CD) Division

- The CD Division investigated 194 reportable disease cases this quarter, including 68 animal bite reports, one of which involved a rabid bat. Of the 126 remaining, there were 80 confirmed Chlamydia cases, 11 confirmed Gonorrhea cases, 6 Campylobacter, 1 Cryptosporidiosis, 1 E. Coli 0157:H7, 1 Giardiasis, 4 Salmonellosis, 1 Shiga toxin, E. Coli, Non-0157, 2 Yersinia enteritis, 5 Aseptic Meningitis, 1 Legionellosis, 2 Pertussis, 2 Acute Hepatitis C, and 7 Chronic Hepatitis C cases. In addition, 2 probable Chicken Pox cases and 10 cases of various diseases that were determined to not be cases were investigated.
- Bay County schools reported 371 aggregate numbers of influenza-like-illnesses (ILI) to BCHD this quarter.

Division On Aging (DOA)

- The spring session of the Osteoporosis Strength Exercise Class had 47 individuals enrolled for April/May.
- The volunteer recognition dinner was held on April 15, with 122 people attending.
- Division on Aging worked with Bay City Players for a dinner theatre program for the musical Chicago on April 22, with 201 meals served before the play.
- An Acrylic Painting Class was held April 6 (26 people), May 14 (20 people), and June 1 (26 people).
- The Movie and Lunch Series at Alice & Jack Wirt Public Library concluded after programs held April 15 (14 people) and May 20 (39 people). The lunch series will resume in the Fall.

- Division on Aging and Bay Metro Transit collaborated to offer a Senior Living Tour of "Homes" on May 21, visiting three senior apartment complexes and one assisted living facility, all near Pine Road, with 20 people attending.
- Division on Aging completed an application for funding under the American Recovery and Reinvestment Act of 2009 (ARRA). The grant agreement had specific areas where the funds could be spent and a new agreement was reviewed by Finance Department staff and Corporation Counsel.
- Division on Aging developed plans for a picnic/concert series in collaboration with Bay Arts Council. There is one concert/picnic meal planned for June (31 people), July (39 people), and August.
- Division on Aging sent a representative to the "Walk for the Walk of It" event held at Region VII Area Agency on Aging on June 3, providing information on fall risk and Osteoporosis Strength Training.
- The Bay County Olympic Games were held the first two weeks of June. Over 230 individuals participated and there were 22 events, including six meal activities with a total of 835 meals served.
- A session for care givers was held on June 11, providing sharing and support for family care givers.
- Division on Aging provided refreshments for the breakfast program that introduced the Community for a Lifetime designation to the County at large. A wide variety of individuals and organizations were invited to attend this session held May 20.
- A grant application for funding for carbon monoxide detectors was submitted to Bay Area Community Foundation, and the grant funding was approved.
- A TV-3 program was taped for the Sit and Kick exercise program at Williams Senior Dining Center. TV-3 also taped the speaker's remarks for the Volunteer Recognition Dinner, the Senior Olympics awards ceremony, and a program on Division on Aging's home care services, including Personal Care, Respite Care, and the Handyman program.
- Division on Aging submitted budget revisions for Carryover Award of funds for the Home Delivered Meals program and a budget transfer from Respite Care to Homemaking services.

Emergency Preparedness (EP) and Management

In addition to monthly Health Department staff meetings, staff participated in the following activities:

July

- LEPC Meeting

Emergency Management Coordinator Specific Activities:

- Evac-U-Tract training for 4th Floor Staff
- Provided Golf Course with All-Hard Radios
- Worked with Fire Services, Law Enforcement Agencies and EMS on PSIC Grant
- Reviewed Public Works EAG Annex with the Road Commission

- Attended Regional Communications Committee
- Met with Fire Dept. Representatives regarding EOC operations
- Attended 911 Tech Committee Meeting
- Development of Incident Command Trailer Instructional DVD
- Attended Regional Exercise Design Meeting for upcoming 2010 Regional Exercise
- Attended Bay Arenac ISD Safety Meeting
- Regional Mutual Aid Agreement completed
- Developed first draft Severe Weather Plan for the County Gold Course

Health Educator Specific Activities:

- Monthly Building Healthy Communities Grant Teleconference
- Building Healthy Communities Grant Coalition Meeting
- WIC Staff Meeting

August

- Teleconference with Kroger Pharmacy to discuss partnership for H1N1 vaccinations
- H1N1/"Swine Flu" Planning
- Submitted required Pandemic Influenza GAP Analysis to MDCH-OPHP

Emergency Management Coordinator Specific Activities:

- Attended Regional Exercise Planning Meeting
- Completed final draft and Reviewed Pinconning Park Severe Weather Plan
- Beta-tested Nixle software
- Worked on LEPC 302 Site Plans
- Attended Bay Arenac ISD School Safety Meeting
- Worked on Bay City EOC Seminar
- Assisted with FireTRAX implementation at the Community Center
- Continued work on GIS Fire Hydrant mapping
- Development of revised EAG/EOP

Health Educator Specific Activities:

- Monthly Building Healthy Communities Grant Teleconference
- Building Healthy Communities Grant Coalition Meeting
- Michigan Care Improvement Registry Training (MCIR)
- Bay 3TV Taping

September

- Local Planning Team (LPT) Meeting (Melissa & Chris)
- Homeland Security Team Meeting
- Met with Bay Regional Medical Center to discuss H1N1/Pandemic Influenza planning and collaboration
- Bay County IMT (Incident Management Team) Meeting
- Attended MDCH Pandemic Influenza Summit (Melissa/Barb)
- Met with Bay County Public Schools Superintendents at their meeting at the BAISD (Bay Arenac Intermediate School District)

Emergency Management Coordinator Specific Activities:

- Attended Bay City Firefighters Memorial
- Chaired Homeland Security Team Meeting
- Chaired LPT Meeting

- Chaired LEPC Meeting
- Attended Regional Attended Regional Exercise and Training Meeting
- Attended 911 Advisory Meeting
- Conducted EOC Seminar for Bay City EOC Staff
- Met with Animal Control to discuss development of a Disaster Plan for Animals
- Met with Finance and Corporation Counsel regarding the Hazard Mitigation Plan RFQ Agreement
- Worked on Debris Management
- Working towards implementation of Nixle
- Developed Materials for Upcoming T&EPW (Training & Exercise Planning Workshop)
- Developed training materials for EAP presentations to Safety Captains
- Scheduled Winter Weather Class with NWS (National Weather Service) and developed materials for class promotion

Health Educator Specific Activities:

- Monthly Building Healthy Communities Grant Teleconferences
- Family Planning Advisory Committee Meeting
- Submitted Building Healthy Community Implementation Grant to MDCH

Attended the following monthly meetings (Melissa and/or Chris) throughout this quarter:

- Region 3 HPN Advisory Committee Meeting
- Region 3 HPN Planning Board Meeting
- Region 3 EPC Meeting
- 3rd District Emergency Management Coordinators Meeting
- Bay County Fire Chiefs/Firefighters Association Meeting
- Region 3 HSPB Meeting
- MEMS Plan Sub-Committee Planning Meetings
- MDCH OPHP Monthly EPC Conference Calls
- MDCH Pandemic Partners Teleconferences (bi-monthly calls)
- BCHD Weekly Pandemic Influenza/H1N1 Planning Meetings
- Participated in monthly 800 MHZ radio drills for MDCH OPHP, Region 3 HPN, & 3rd District Emergency Management

Acronyms:

BRMC = Bay Regional Medical Center
 EPC = Emergency Preparedness Coordinator
 EMC = Emergency Management Coordinator
 HSPB = Homeland Security Planning Board
 MEMS = Modular Emergency Medical System
 MSP EMHSD = Michigan State Police Emergency Management & Homeland Security Division
 ISD = Intermediate School District
 LEPC = Local Emergency Planning Team
 LPT = Local Planning Team
 MIHAN = Michigan Health Alert Network
 MDCH OPHP = Michigan Dept. of Community Health Office of Public Health Preparedness
 HPN = Healthcare Preparedness Network
 NEHC = Neighborhood Emergency Help Center
 HSEEP = Homeland Security Exercise and Evaluation Program
 SOP = Standard Operating Procedure
 JIC = Joint Information Center
 PSAC = Public Safety Answering Center
 ARC = American Red Cross
 GEO = Abbreviation for Geographical
 TRANSCAER = TRANSPortation Community Awareness and Emergency Response

EAP = Emergency Action Plan
 GIS = Geographic Information Systems
 EAP = Emergency Action Plan
 EOC = Emergency Operations Center

Environmental Health (EH) Division

FOOD SERVICES		WELL, SEPTIC, & MISC.	
Fixed Food Est. Inspections	160	Number of Parcels Evaluated	99
		Number of On-Site Sewage Disposal Permits Issued	24
Mobile, Vending & STFU Inspections Temp. Food Est. Inspections	64	Number of Alternative/Engineered Sewage Systems Approved	4
Follow Up Inspections	17	Number of Failed System Evaluations Conducted	14
Number of Plans Received for Review	4	Number of Complaints Regarding Sewage Investigated	4
Number of Plans Approved	4	Number of Well Permits Issued	32
Consumer Complaints Investigated	12	Number of Abandoned Wells Plugged	28
Foodborne Illness Complaints Investigated	1	Number of DHS Related Inspections Completed (Day Cares, AFC Homes, Etc.)	3

***These are Preliminary Numbers That Are Subject to Change**

- Work continues on the Kawkawlin River Project. Over 1000 records have been scanned and a RFQ (Request for Quote) have gone out to three Environmental Health software vendors, and demonstrations of the software took place in August.
- Robert Hill and Barbara MacGregor attended the Annual Great Lakes Beach Association meeting in Milwaukee, Wisconsin.
- Sue Gadille attended the first training regarding state of Michigan Body Art regulations that will take effect on January 1, 2010.

Family Planning

Number of Unduplicated Persons Receiving Services in Family Planning Clinic
583
Number of Encounters in Family Planning Clinic
635

- Family Planning staff attended the Annual Family Planning Update held at the Doubletree Hotel in Dearborn, MI on September 15-16 2009. This year's conference title was "Making a Difference in Michigan, Smart Choices for the Economy & Health of Michigan Citizens".
- Kathy Trepkowski gave an in-service at Bay Arenac ISD Educational Center regarding "Trends in STI's, Birth Control and Gardasil Vaccines".

Health Screening Clinic (HIV/STD)

Number of tests for HIV: 101
 Number of negative tests for HIV: 100
 Number of positive tests for HIV: 1

Previous HIV testing status
 Number with no previous test: 46
 Number with negative previous test: 52
 Number with indeterminate previous test: 2
 Number with positive previous test: 1

Hearing and vision Programs

Hearing Program

	Number Screened	Passed	Referred to Physician	Unable to Screen
Preschool	227	207	5	15

Vision Program

	Number Screened	Passed	Referred to Physician	Unable to Screen
Preschool	189	165	17	7
School-Age	1085	913	84	88
Special Education	28	25	2	1

Immunization Clinic

Vaccination Type	Number Administered
TB Test	70
Hep.A Adult	14
Hep.A Peds	195
Hep.A/Hep.B	31
Hib	132
HPV	36
Flu	159
Pcv7	109
Rotavirus	44
Dtap	41

Dtap/IPV	50
MMR	95
IPV	19
Td	9
Tdap	103
Varicella	66
Dtap/Hep.B/IPV	58
Pneumonia	1
Meningococcal MCV4	104
Zoster	3
Hep.B Peds	9
Hep.B Adult	23
Hib/Hep.B	0
Dt	0
Rabies	3
TOTAL	1374

- The Immunization Clinic staff has been busy preparing for the upcoming H1N1 vaccine. Staff has attended numerous trainings and has been working with local physician offices and pharmacies to prepare for a mass immunization campaign across the county.
- The Immunization Clinic staff has provided over 150 doses of seasonal flu vaccine to County staff since September 25. Seasonal clinics will continue until all vaccine supply is exhausted.
- For the fourth consecutive year, Bay County leads the region in the amount of children that are fully immunized. Overall, Bay County is the sixth leading county for immunization rates in the State of Michigan.

Laboratory

Number of Clients		Number of Tests	
July	611	July	588
August	883	August	705
September	423	September	571

- The Laboratory has completed another season of beach testing, and is exploring the possibility of including new DNA-based testing of surface water in future beach seasons.

Lead Program

Funding for this program is provided through the Bay City Public Schools PIE Grant

BCHD clinic visits for lead testing:	7
Children with Elevated Blood Lead Level (EBLL) receiving case management:	21
Children open to case management this quarter, (BLL 10 and above):	5
Children closed to case management this quarter:	1
Home visits provided by nurse:	6
Lead education for BLL of 5-9mcg/dl:	37
Re-test reminder letters sent:	10
BLL and hemoglobin levels reported to physician:	56
*Mobile lead tests preformed:	29
Phone calls to physician re: follow-up/referral for EBLL:	4
WIC visits lead/hemoglobin testing done by WIC staff (no opportunity lost)	44
Total number events recorded in state Stellar record:	227

**Mobile lead clinic held at BAISD for Head Start round up*

- 124 postcards sent to families who have a child on Medicaid Health Plans, encouraging lead testing of those children aged 1-5.
- Childhood lead clinic RN attended MDCH-sponsored conference on Lead abatement which addressed the new state law, Renovation, Repair and Repainting effective April 2010
- This quarter, like last year in late summer and fall, has seen an increase in the number of children with EBLL. This increase may be related to an increase in testing done in summer and early fall as children prepare for the upcoming school year. It may also be related to the warm weather, that increases the risk of exposure to lead dust as windows with deteriorated lead paint are raised and closed.
- In September, an application was made for a grant to fund the BCHD Childhood Lead Clinic for 3 additional years, response pending.

Maternal and Child Health Services

The following are meetings/trainings attended by the Maternal Child Health Services Manager:

July

- Adult Needs and Resources Meeting, held at the United Way of Bay County
- Great Start Collaborative Full Board Meeting at the Bay City Doubletree Hotel and Conference Center

August

- MALPH Nurse Administrators Forum, held at MPHI, Okemos, MI
- Adult Needs and Resources Meeting, held at United Way of Bay County
- Flu Advisory Meeting, held in Okemos, at MPHI –attended with Lisa Blackmer
- Great Start Collaborative Full Board Meeting at BAISD
- Service Providers Meeting, held at the Living and Learning Center in Essexville
- Peri-natal Substance Abuse Committee Meeting, hosted by BCHD

September

- Adult Needs and Resources Meeting, held at the United Way of Bay County
- Child Death Review Team Meeting (Special Meeting) hosted by BCHD
- Great Start Collaborative Steering Committee Meeting, held at BAISD
- Peri-natal Substance Abuse Committee Meeting (chaired), hosted by BCHD

Maternal Infant Health Program (MIHP)

- The Maternal Infant Health Program received 98 maternal and infant referrals for the third quarter of 2009. Of these referrals, 27 infant and 33 maternal support clients were enrolled in the program in addition to the 206 participating in the program. Thirty three maternal screens were completed and 29 maternal clients were referred to Bay Regional Medical Center for labor and delivery classes.

July

- Jennifer Don, MSW, attended the Child Death Review Team Meeting hosted at BCHD

September

- Jennifer Don, MSW, attended "Applied Suicide Intervention Skills Training" at the Bay City Double Tree Hotel and Conference Center
- Marilyn Laurus, RN, BSN, attended a mandatory MIHP Coordinators' Meeting in East Lansing, at the Kellogg Hotel and Conference Center. The MIHP staff, including Sandy Graff, attended the afternoon portion of the meeting via webcast in the BCHD Hi-Tech Conference Room.

Women, Infants & Children (WIC)

	Certification	Education	Infant Evaluation	Nutrition Care Registered Dietitian	Other	Priority Certification	Project FRESH	Re-Certification	TOTAL
July	55	92	55	15	85	116	0	325	743
August	32	101	64	49	33	118	0	309	706
September	52	105	51	25	26	103	0	328	690

HOUSING

- We welcomed back Deb Ricker to lead our residents in chair exercises. Several residents take part in the exercises and applaud the service.
- We held a seminar for our residents on "Five Wishes". Those who attended found the information very informative and plan on filling out the questionnaire so their families know exactly what kind of care they would like if they are unable to speak for

themselves.

- Center Ridge Arms will be selecting an Architect/Engineering firm to handle our proposed changes using ARRA funds. A walk-thru was held and RFQ's were submitted. A decision will be made shortly to select the firm for the job.
- Miss Dig was called to mark our grounds as we ordered 10 new trees to help spruce up the grounds and provide a little more color.

JUVENILE & CHILD CARE SERVICES

Community Corrections

- As stated in the last quarterly report; the Community Corrections Coordinator worked with the Pre-Trial person to increase his caseload. At this time he is currently supervising 86 individuals. There has been an increase in the successful completion rate of this program from 80%. Saving 5000 plus jail beds per year. Increasing the hours for Pre-Trial Services has afforded more time to supervise and case manage offenders.
- The Pre-Trial Supervisor is responsible for supervising pre-trial offenders on bond. Revenue from the Electronic tethering is used to pay for supervision and use of the equipment. An offender whom is being supervised on tether, jail time is suspended. Allowing the individual to work in the community and not spend time in jail. If an offender is not able to pay for their tether unit, limited funding is available. Community Corrections fully utilized.
- The Community Corrections grant proposal has been completed and approved by the Community Corrections Board.
- At this time the Coordinator is working closely with the Non-Residential Treatment Centers to ensure offenders are receiving the proper services. The Coordinator is also researching other Treatment Centers ensure offenders are getting the best in Cognitive Change or Thinking Matters therapy. There have been two groups started in the jail. Such therapy has been proven to decrease recidivism.
- As of September 1, 2009 the Sheriff's Office tests all participants of the Zero Tolerance program and most of the offenders out on bond. Within the next quarter Community Corrections will be able to report the savings of testing at the Sheriff's Office. The Coordinator oversees the drug testing program.
- Jail overcrowding and jail utilization is always an ongoing issue. The jail has not had to declare overcrowding this Quarter. Programs like Pre-Trial Services, Cognitive Change and Residential Treatment are serving as an alternative to incarceration. With these programs and stakeholders working together jail overcrowding has not been an issue this quarter.
- The Coordinator oversees the Sheriff Work Crew. During this report period they were asked to work at the Fireworks, Pig Gig, Munger Potato Fest, St Stan's, Bay County Fair and River of Time. A crew member(s) will work with staff from Buildings and Grounds to clean the county lots and repair roofs, walls and even build offices.

- The Coordinator has been attending MPRI meetings and has been asked to sit on the MPRI Tri-County Steering Committee. Other meetings I attended: Tri Cap Board meetings, CCAB, OCC State Board meeting, Circuit Court Probation Staff Meetings and various Bay County Meetings.

MSU

- **Agriculture and Natural Resources** – The summer Dry Bean Variety Plot tour and meeting was held on August 27, 2009. Over 35 local producers attended the plot tour and meeting held at Pat and Jerry's restaurant in Auburn. Speakers from the Michigan Bean Commission, Michigan State University, and international bean marketing companies discussed the status of the current bean crop in Michigan, the MinnDak area, Ontario, and the great plains of Canada. Prospects for a good, local crop and higher prices for dry beans in the coming marketing season were encouraging to producers. The attendance was good, given that the meeting was competing with a free meal and ticket to attend a Loons baseball game provided by a local agribusiness company.

The Downtown Bay City Farmers Market (DBCFM) has had another successful season which was scheduled to wrap up on October 1, 2009. Because of vendor interest, the market will be extended until the end of October only on Thursdays. A number of new vendors have come to the market over this season and they are the vendors most interested in extending the market. The market received a \$1,000 grant from the Bay Area Community Foundation to promote increased Bridge Card use at the market. This season the volume of Bridge Card use has more than tripled from last season. This year the market moved to Sixth and Washington Street directly behind the drive through Chemical Bank. Other contributions of note to this year's market include a donation and construction of a storage shed at the market to store canopies tables and other market necessities worth \$750. Another donor installed a new electrical service for the market at the new location that was worth over \$900. In total the market received over \$3,000 in donations to help defer its annual operating costs over the course of this market season.

The Bay County Master Gardener program has scheduled a new Master Gardener class to begin January 20, 2010. The multiple week class recruits volunteers to help with community projects like the flower beds at the county building, Linwood I-75 rest stop, and many other community beautification projects. In 2008, 41 Master Gardener volunteers in Bay County donated 1,500 hours of volunteer time to community projects. The estimated value of that time as calculated by Independent Sector, a national volunteer support organization, was \$30,375.

- **Children, Youth, and Family Programs: Family Consumer Sciences, Family Nutrition Program, and Breast Feeding Initiative** – A total of 140 one-on-one visits were delivered at the Department of Human Services under the Building Strong Families parenting curriculum and Healthy Toddler Research nutrition project. At this time, the Healthy Toddler Research project has arrived at its completion date. In the last two years there have been 48 participants that have completed the project. Each family received a total of \$70 worth of local gift cards, while learning to feed their toddlers more nutritiously. That is a total of \$3,360 that went back into the community. Additionally, there were a total of three participants that graduated from the Family Enrichment Program under the Building Strong Families parenting curriculum.

Under nutrition programming titled Supplemental Nutrition Assistance Program-Education (SNAP-Ed), there were a total of 1,004 participants, adults, seniors and children that completed the SNAP-Ed program. These one-time lesson presentations were held in participant's homes, Work First, Salvation Army, Delta College, the Teen Program, grade schools and Head Start classrooms. Project FRESH began in June and a total of 211 coupon books valued at \$20 each were distributed to WIC participants through July 2009. With the second year of community support for Senior Project FRESH, 475 coupon books were distributed to local, eligible seniors. Collaboration between MSUE, the Bay County Division on Aging, and the local housing commissions made this years Senior Project FRESH a success.

In the third quarter 298 direct contacts through home visits, phone calls and visits at the WIC office were made under the Breastfeeding Initiative and Mother-to-Mother programs. The Breastfeeding Club had 29 participants attend their monthly meetings.

There were a total of 430 daycare providers, day care center staff, and pre schoolteachers trained with Penn State Better Kid Care (BKC) material for a total of 1,062 contact hours. A total of 161 CEU'S (continuing educational units) were accredited to day care providers. The Better Kid Care program through Michigan State University Extension ended its grant funding on September 30, 2009.

- **Children, Youth, and Family Programs: 4-H Youth Programs** – In July of the third quarter of 2009 the Bay County 4-H youth program continued preparations for the 2009 Bay County Fair and Youth Exposition. 4-H Advisory Council, Livestock Association, and Horse Advisory Council promoted the event and prepared youth for showing their still-projects and livestock animals at the fair. Livestock Barn improvements, which included lighting in the small animal end of the barn, new steer tie-ups, pheasant cages, and other tasks, were completed. The Livestock Association continued to do research on the incubator project and the chicks (chickens, ducks, and geese) that would hatch during fair week. Livestock Association also held a car wash fundraiser in Pinconning to raise funds to continue barn improvement projects in July. 4-H and the Breastfeeding Initiative (BFI) program continued to collaborate to make breastfeeding-friendly diaper bags, while teaching 4-H youth and volunteers sewing skills. This community service project will be an on-going effort of collaboration between the two MSU Extension - Bay County project areas. The Bay County 4-H Helmet Safety program continues, and all helmet safety trainings to 4-H clubs were completed in July. Planning and preparation for the fall 2009 Horsemanship for Handicapper (HFH) program with the HFH Board also took place.
- The Bay County Fair and Youth Exposition took place August 11-15. Fair extends beyond the official dates as August 9 starts the kick-off for 4-H still project judging and large animal weigh-ins. Three new, successful events took place at the Bay County Fair and Youth Exposition. First, the llama and alpaca show open to 4-H youth and the general public, was well received by fair-goers. The llama and alpaca show exposed 4-H youth and the public to a new project area that has not previously been at the fair. Also, a shooting sports participation competition was held mid-week of the fair. All youth were welcome to learn how to shoot bows and youth who had been participating in the shooting sports project area all year long had an opportunity to show off their new-found skills. Youth used equipment that was purchased through 4-H participation fees. Additionally, chicken, duck, and goose eggs were displayed near the 4-H Information Center in the Livestock Barn. This gave the public

an opportunity to learn how chicks hatch and what they look like just after being hatched. Youth and 4-H adult volunteers were always on hand to answer questions the public may have had. After fair events and gearing up for the new program year round out 4-H staff activities in August. 4-H continues to explore new, research-based curriculum. A new curriculum called "Organ Wise Guys" is being explored as a way to create new partnerships with Extension and 4-H while delivering a "healthy lifestyles" message to youth.

- September was spent reviewing and proposing bylaws changes to the 4-H Advisory Council, Livestock Association, and Horse Advisory Council. A review of superintendent guidelines was also conducted. 4-H and the Bay County Fair Board completed a post-fair, wrap-up evaluation of how the 2009 Fair went. We identified several ways to tweak the work that is being completed in the areas of volunteers, parking, volunteer knowledge, and community partnerships. We will continue to work on the identified areas over the next year to continue to make the Fair a success. The fall 2009 Horsemanship for Handicappers program started in September. The program runs for six weeks and is offered to a maximum of 17 youth. This program operates with one main instructor and over 50 volunteers. Also in September, the 2009 Family Fun Day was held at Auburn Park in Auburn. This is a post-fair event for 4-H families to come together and enjoy food and games (including horse shoes, a fishing contest, and relay games). During Family Fun Day, the 4-H Advisory Council also holds their annual Cow Plop raffle fundraiser. This event is also used as a recruitment event for new families who are interesting in learning about 4-H.
- **Economic and Community Development** – The National Oceanic, Atmospheric Administration (NOAA) and Michigan Sea Grant received funding to conduct an intensive wind energy program in Bay County. Bay County was one of three areas selected in Michigan to provide a community wide educational program to help local elected officials and community residents better understand the potential of wind energy in their area, identify residents and officials concerns, and to promote and develop a better understanding of the pros and cons of wind energy. The program will be beginning this fall and continue through the end of 2010.

PERSONNEL & EMPLOYEE RELATIONS

- No Report Submitted.

PUBLIC DEFENDER

- No Report Submitted.

9-1-1

- Bay County Central Dispatch has two dispatchers in the training program. Trevor Keyes and John Snable both work with trainers and the trainers monitor call taking and dispatching. Some other training issues include county geography, radio procedures and operating procedures for not only Bay County Central Dispatch but also the responding agencies we work with on a daily basis. Our goal is a full staffing level in the dispatch center. With the addition of Trevor and John we only need to fill one more budgeted position to reach that objective.
- The last phase of the Riverfront Siren System Project is nearing completion. The heavy duty 50 foot radio communication tower was recently installed. We can now move the siren

system equipment to Central Dispatch. Once all of the siren equipment is at Central Dispatch it will be on a back-up battery system in addition to our 9-1-1 generators. The supervisor on duty has programmed announcements that can be activated in as little as five seconds. The actual warning sirens are located in Veterans Memorial Park in Bay City. We have a radio in Central Dispatch designed to activate the siren system.

- The renovation at the Backup Dispatch Center in Bangor Township is complete and we just tested the new equipment. We handled 9-1-1 calls and dispatched responders to those calls from our Bangor Township Backup Center. The calls were entered on our Computer Aided Dispatch system that was installed by Bay County Information Systems. The new location will be large enough to serve our needs, in the event we have to operate out of the Backup Center for any length of time. We will be able to train on our new dispatch radios at the Bangor Backup Center before the six new dispatch console positions at Main Dispatch are installed. When all of this is finished our 9-1-1 operators will have the same equipment at both locations. The Backup Center is tested monthly by all of our work teams.